



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY
6:00 P.M.

JANUARY 3, 2022

- A. PLEDGE OF ALLEGIANCE
- B. COUNCIL REORGANIZATION
 - 1. OATH OF OFFICE FOR COUNCILORS-ELECT – *Administered by Town Clerk, Gayle Decker in accordance with Sec. 209, Town Charter.*
 - 2. COUNCIL ELECTION OF MAYOR – *Presided over by Town Attorney in accordance with Sec. 204, Town Charter.*
 - 3. ELECTION OF DEPUTY MAYOR – *Presided over by the newly elected Mayor in accordance with Sec. 204, Town Charter.*
- C. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. COUNCIL MINUTES
 - a. 11/08/2021 Council Workshop Meeting Minutes
 - b. 11/15/2021 Council Meeting Minutes
 - c. 12/06/2021 Council Meeting Minutes
 - d. 12/13/2021 Council Workshop Meeting Minutes
 - e. 12/20/2021 Council Meeting Minutes
 - 3. COMMUNICATIONS
 - a. Memorandum on upcoming Board of Appeals Meeting
 - 4. COMMITTEE MINUTES
- D. PUBLIC COMMENTS
- E. POLICY AGENDA
 - 1. NEWS, PRESENTATIONS & AWARDS
 - 2. PUBLIC HEARINGS

NOTE: The Council will take a 5-minute recess at 8:00 pm.

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

F. COMMITTEE REPORTS

G. UNFINISHED BUSINESS

H. EXECUTIVE SESSION – Pursuant to 1 M.R.S.A. Section 405(6)(A).

I. NEW BUSINESS

a. Council policy direction regarding establishing a sub-committee for Charter amendment.

J. MANAGER'S REPORT

K. COUNCILOR'S COMMENTS

L. ADJOURNMENT

FOR THOSE THAT WISH TO PARTICIPATE IN THE
REMOTE HAMPDEN TOWN COUNCIL
WORKSHOP ON JANUARY 3, 2022 AT 6:00 PM
YOU MAY PHONE IN USING THE FOLLOWING
NUMBER (FOLLOWED BY THE PIN #)

1-786-475-4614 PIN 760 481 211#

OR-

FROM A LAPTOP OR A DESKTOP, YOU MAY GO
TO THIS URL: [https://meet.google.com/
aqa-dkxt-dox?hs=122&authuser=0](https://meet.google.com/aqa-dkxt-dox?hs=122&authuser=0) AND JOIN
US THAT WAY

INSTRUCTIONS ARE POSTED WITH THE AGENDA
AND SEPARATELY ON THE TOWN CALENDAR AT
WWW.HAMPDENMAINE.GOV

Using Google Meet to Participate in Hampden Town Council Remote Meetings

How to join:

1. Town Council members will receive an email or a Google Calendar Invite with a link to join the meeting.
2. People interested in joining will need to go to the link posted on the town events calendar at www.hampdenmaine.gov.
3. Anyone can also join for audio-only participation by calling the number provided on the town events calendar and then entering the PIN provided followed by the # symbol.

Protocols for Remote Meetings:

1. Log in or call in at least 5 minutes before scheduled start of meeting.
2. For the audio portion, use either your phone or your computer microphone, not both.
3. Mute your phone or computer mic unless speaking. Remember to un-mute if you want to speak. To mute or unmute in Google Meet, click on the little microphone icon at the bottom of the screen; note you may need to move your mouse pointer around the bottom of your screen to get the bottom bar to appear.
4. Speak up if using a computer microphone or if using the speaker function on your telephone.
5. Do not rustle papers in front of your mic unless it's muted. Please minimize background noise.
6. If you're referring to a document, identify it including page or sheet number.
7. If using the video function, have a light source in front of you if possible. Try to avoid backlighting.
8. If you want to look good, have your camera mounted at eye level or above. Look at yourself on screen to check the lighting, camera position, what's in the background, etc. In Google Meet, you can do this "video check" when you open the program before you join the meeting.
9. If you are participating by audio only, identify yourself when speaking.
10. ALL votes will be by roll call.
11. After the meeting is adjourned, click on the red phone icon on the bottom bar to leave the meeting, or (obviously) just hang up the phone if that is how you are participating.

For detailed instructions on using Google Meet, please refer to their website:

support.google.com/a/users/answer/9282720?hl=en



HAMPDEN TOWN COUNCIL WORKSHOP
HAMPDEN MUNICIPAL BUILDING
MINUTES

C-2-a

MONDAY NOVEMBER 8, 2021 6:00 P.M.

In Attendance:

Mayor Shelby Wright
Councilor Eric Jarvi
Councilor Mark Cormier
Councilor Ivan McPike
Councilor Allen Esposito
Councilor Peter Erickson
Councilor Christine Cubberley

Paula Scott, Town Manager
Gayle C. Decker, Town Clerk
Shawn McBreairty, Town Resident

A. CALL TO ORDER

Deputy Mayor Jarvi called the meeting to order at 6:00 p.m.

B. UNFINISHED BUSINESS

C. NEW BUSINESS

- a. Council consideration on request for public statement condemning the National Association of School Boards statement, *requested by Shawn McBreairty.*

Shawn McBreairty addressed Council on his request for public statement condemning the National Association of School Boards Statement. Consensus of Council is to offer RSU 22 an opportunity to address the concerns at the next workshop and to seek language on the resolve.

- b. Council discussion on changing public notice requirements, *requested by Councilor Erickson.*

Council discussed that while there may be discretionary public notice requirements most are statutory requirements and that two possible avenues to change the notice requirements is potentially revising the Town Charter and working through our Legislative Representatives to see if something can be done. Council consensus is to address at future workshops and to limit the roadblocks for folks that express interest in coming to Town.

- c. Follow up information on Council directive on ARPA/ET funds.

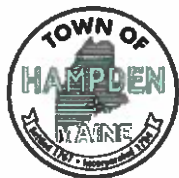
Town Manager Scott addressed Council with an update on the ARPA/ET funds.

D. ADJOURNMENT

Meeting adjourned at 6:41 p.m.

*Respectfully submitted,
Gayle C. Decker, Town Clerk*

Note: Council will take a five-minute recess at 8:00 p.m.



HAMPDEN TOWN COUNCIL MEETING
HAMPDEN MUNICIPAL BUILDING
MINUTES

C-2-b

MONDAY

NOVEMBER 15, 2021

6:00 P.M.

In Attendance:

*Councilor Eric Jarvi
Councilor Mark Cormier
Councilor Ivan McPike
Councilor Allen Esposito
Councilor Peter Erickson
Councilor Christine Cubberley - Remotely*

*Paula Scott, Town Manager
Gayle Decker, Town Clerk
Dennis Marble, Town Resident*

Deputy Mayor called the meeting to order at 6:00 p.m.

A. PLEDGE OF ALLEGIANCE

Deputy Mayor Jarvi led the Pledge of Allegiance.

B. APPROVAL OF THE AGENDA

Motion: *Councilor Esposito moved to approve the agenda, seconded by Councilor McPike. Vote by roll call 6-0 with all Councilor's voting in the affirmative.*

Resolution: 2021 - 251

C. CONSENT AGENDA

Motion: *Councilor Esposito moved to approve the consent agenda, seconded by Councilor Cubberley, motion amended to add to the minutes of October 4th item H. New Business a correction to include Councilor Jarvi in opposition to the motion to take the item to a workshop. Vote by roll call 6-0 with all Councilor's voting in the affirmative.*

Resolution: 2021 – 252

1. SIGNATURES

2. COUNCIL MINUTES

- a. 10/04/2021 Council Meeting
- b. 10/12/2021 Council Workshop Meeting

Note: Council will take a five-minute recess at 8:00 p.m.

3. COMMUNICATIONS

- a. Renewal Victualer's License – Restaurant Angelo's of Hampden INC.

4. COMMITTEE MINUTES

D. PUBLIC COMMENTS

Town Resident Dennis Marble spoke congratulating the winners of the recent Election and commented on the amount of local participation in the Election. He also spoke concerning an agenda item that was at a recent workshop involving the School Board, stating that he respected the Councilor's reaction when it was said that focus is on this community and local matters.

E. POLICY AGENDA

- 1. NEWS, PRESENTATIONS & AWARDS
- 2. PUBLIC HEARINGS
- 3. NOMINATIONS – APPOINTMENTS – ELECTIONS

F. COMMITTEE REPORTS

Councilor Jarvi reported on the November 8, 2021 Council Workshop

G. UNFINISHED BUSINESS

H. NEW BUSINESS

- a. Council authorization to add a ROTH feature to the ICMA plan.

Motion: *Councilor Esposito moved Council authorize to add a ROTH feature to the ICMA plan, seconded by Councilor Erickson. Vote by roll call 6-0 with all Councilor's voting in the affirmative.*

Resolution: *2021 - 253*

- b. Council review of the Draft Vaccine Mandate Policy.

Town Manager Scott spoke that on November 6, the emergency temporary standard regarding the Biden administration's vaccine mandate began. And to that end, we've been in house not only reading the mandate and its various requirements. But HR has taken a webinar with an attorney firm who handles HR. And we have written this draft policy to reflect the mandate. Now at this time

Note: Council will take a five-minute recess at 8:00 p.m.

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even though we've started with our request for employees to provide vaccination status to us, we also recognize that this has been stayed by the circuit court. So at this time, there's still no definitive answer on whether or not the administration will be able to answer the issues that are identified in the lawsuit, still a work in progress? The lawsuit was filed with the Circuit Court of Appeals to stop the mandate, based upon its presumed constitutional inconsistencies. Because of the stay this Vaccine Mandate Policy is just informational at this point.

I. MANAGER'S REPORT

Town Manager's Report is attached as Exhibit A.

J. COUNCILOR'S COMMENTS

Councilor Erickson – no comment.

Councilor Esposito – no comment.

Councilor McPike – I'd just like to thank the voters of the Town of Hampden who voted for me. I hope I've done a good job for you over the last seven years and I'll try my best to do a good job over the next three. Thank you.

Councilor Cormier – No comment.

Councilor Cubberley – No comment.

Councilor Jarvi – My comments tonight relate to the November 2nd Election process. I've personally construed the November 2nd Hampden Election results as the decree from our voters to not participate in the politics of cynicism or distrust, but rather to embrace the politics of hope. That will be my personal mantra for the next three years. Good night Hampden.

K. ADJOURNMENT

Meeting adjourned at 6:20 p.m.

*Respectfully submitted,
Gayle C. Decker, Town Clerk*

Note: Council will take a five-minute recess at 8:00 p.m.

**Memorandum**

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: November 15, 2021
RE: Manager's Report

- First of all, I wish to congratulate all those who decided to become a part of the decision making process of our town and were elected on November 2nd to fill positions on the Town Council, the Water Department Board of Trustees and the RSU 22 Board of Directors. It always makes a difference when citizens take part in their local government and work toward a common goal to improve the community, even when there are different schools of thought in the approach. I want to remind all who were not elected that there are still opportunities to serve, and I invite you to come to the Town Office and find out what we may have for vacancies on some of our various boards and committees.
- The 2.5 million general obligation bond has been issued and delivered on November 8th. We are also in the process of closing on the \$754,000 Western Avenue and Dewey Street loan which was supposed to be delivered tonight for Council signatures, but which had to be delayed due to some errors noted late. The goal now is to have the paperwork available for Wednesday so that at least a majority of Councilors can stop by and sign the forms. This is just a formality for signatures as the vote on this took place long ago. I will contact you when I receive the documents and ask you to come in as soon as possible as we are trying to close before Thanksgiving.
- To update Council on staff changes, I want to let you know that one of our equipment operators – who also acts as our mechanic - recently resigned at the Public Works Department. We have replaced him with a gentleman by the name of Scott Wallace who comes to us with many years of experience as an operator and a mechanic for both Wellman and Lane. As some of you may have read in the paper lately, we have recently hired Josh Ewing, as a member of our police department. Josh comes to us with many, many years of experience, most notably as the recent Chief of the Orono Department. We are lucky to have both of these gentlemen on staff and welcome them to the team.
- Finally, Council, I want to remind you that if you would like to have a tour of the new ambulance and see some of the donated medical supplies, to please join us downstairs after the meeting.



HAMPDEN TOWN COUNCIL MEETING
HAMPDEN MUNICIPAL BUILDING
MINUTES

C-2-c

MONDAY DECEMBER 06, 2021 6:00 P.M.

In Attendance:

*Mayor Shelby Wright
Councilor Eric Jarvi
Councilor Mark Cormier
Councilor Ivan McPike
Councilor Allen Esposito
Councilor Peter Erickson
Councilor Christine Cubberley*

*Paula Scott, Town Manager
Gayle Decker, Town Clerk
Amy Ryder, Economic Development Director*

Mayor Wright called the meeting to order at 6:00 p.m.

A. PLEDGE OF ALLEGIANCE

Mayor Wright led the Pledge of Allegiance.

B. APPROVAL OF THE AGENDA

Motion: Councilor McPike moved to approve the agenda, seconded by Councilor Esposito. Vote by roll call 7-0 with all Councilor's voting in the affirmative.

Resolution: 2021 – 254

C. CONSENT AGENDA

Motion: Councilor Jarvi moved to approve the consent agenda, seconded by Councilor Cubberley. Vote by roll call 7-0 with all Councilor's voting in the affirmative.

Resolution: 2021 – 255

1. SIGNATURES

2. COUNCIL MINUTES

- a. 10/18/2021 Council Meeting
- b. 10/25/2021 Council Workshop

3. COMMUNICATIONS

4. COMMITTEE MINUTES

D. PUBLIC COMMENTS

Note: Council will take a five-minute recess at 8:00 p.m.

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MONDAY

DECEMBER 06, 2021

6:00 P.M.
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MINUTES

E. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

F. 3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Appointment of Lionel E. El-hajj to the Planning Board for a term ending 12/31/2023 to fill the unexpired term of Jake Armstrong who has resigned.

Motion: Councilor Jarvi moved Council appoint Lionel E. El-Hajj to the Hampden Planning Board for a term to expire December 31, 2023 to fill the unexpired term resulting from the resignation of Jake Armstrong, seconded by Councilor Esposito. Vote by roll call 7-0 with all Councilor's voting in the affirmative.

Resolution: 2021 - 256

G. COMMITTEE REPORTS

H. UNFINISHED BUSINESS

H. NEW BUSINESS

- a. Council authorization for the expenditure of \$620.21 from the Library Reserve Account 3-763-00 to pay Avalon Village Owners Association statement dated 11/19/21, requested by Debbie Lozito, Library Director.

Motion: Councilor Esposito moved Council approve the expenditure of \$620.21 from the Library Reserve Account 3-763-00 to pay Avalon Village Owners Association statement dated 11/19/21, seconded by Councilor Cubberley. Vote by roll call 7-0 with all Councilor's voting in the affirmative.

Resolution: 2021 - 257

- b. Request for Council approval of a canoe/kayak storage unit, requested by Amy Ryder, Economic Development Director.

Amy Ryder, Economic Development Director addressed Council on the canoe/kayak storage unit. The capacity of the unit is believed to be 12 canoes and 15 kayaks. If there were 5 canoes than roughly 8 kayaks would be allowed. To be located at the Hampden Marine Waterfront.

Motion: Councilor Jarvi moved Council authorize the expenditure of an amount not to exceed \$600.00 from the economic development budget line to build and locate a canoe/kayak storage rack at the Hampden Marine Waterfront, seconded by

Note: Council will take a five-minute recess at 8:00 p.m.

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DECEMBER 06, 2021

6:00 P.M.
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Councilor Esposito. Motion was amended to not exceed \$1200.00, seconded by Councilor Esposito. Vote by roll call 7-0 with all Councilor's voting in the affirmative.

Resolution: 2021 - 258

- c. Council review of BlueWave Solar Ground Lease and Solar Credit Agreement, requested by Amy Ryder, Economic Development Director.

Amy Ryder, Economic Development Director addressed Council on the BlueWave Solar Ground Lease and Solar Credit Agreement. Legal review was had. The Planning Board approved a major site plan in November and their intention is to start construction on the array June 1.

I. MANAGER'S REPORT

Town Manager's Report is attached as Exhibit A.

J. COUNCILOR'S COMMENTS

Councilor Cubberley – No comment.

Councilor Erickson – No Comment.

Councilor Esposito - Love you Hampden.

Councilor Jarvi - Congratulations to Will Arey, Jonathan Fenders, Emma Hawkins and Morgan Ramsey for being accepted to the 2022 Maine All State Music Festival. Congratulations are being extended to Abbott Valentine for his recognition as Varsity Maine Runner of the Year and selection to the Maine All State Team for Boys Cross Country, as well as the naming of Daniellle Johnson for selection as coach of the year. I would also like to echo my thanks to the Hampden Kiwanis Club for hosting the Christmas tree lighting ceremony yesterday. I think there was probably more than 70 people in attendance and after a two year absence, it was a reminder to me of the meaning of the season. Good night Hampden.

Councilor McPike – No comment.

Councilor Cormier – No comment.

Councilor Wright – No comment.

K. ADJOURNMENT

Meeting adjourned at 6:22 p.m.

*Respectfully submitted,
Gayle C. Decker, Town Clerk*

Note: Council will take a five-minute recess at 8:00 p.m.

**Memorandum**

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: December 6, 2021
RE: Manager's Report

To inform the Council and the public about recent happenings within the town, I have a little bit to report on.

- In response to the recent BDN article about the former Coastal facility, I want to let you know that the MRC has in fact been able to create a new user account with all the utilities, including the gas company which just occurred at the end of last week through a court action, so all utilities remain intact and there is no threat of an environmental damage at this time. Additionally, there currently is a proposal on the table which the bond holders are considering and which might be accepted in the coming weeks. Of course, as with prior offers or proposals, things can change rapidly sometimes so nothing is final until it is. I will keep you apprised as information becomes available.
- Although it is only December, when it comes to beginning next year's budget, we have to say, it is *already* December! I have asked the Department Heads to begin thinking about starting preliminary work on their budgets. We have already been gathering data, and I will be looking at dates for our annual goals & objectives meeting for February. I would like to remind the Council that the goals & objectives meeting is not just to hear what staff has in the works, or what we have needs for, or projects coming, it is perhaps more importantly for you to be thinking about what your policy goals and objectives are as well.
- On November 10th, the Deputy Treasurer and I met with our contact with MMA to go over our worker's comp policy, and so I could have an opportunity to ask some questions. The Town of Hampden's experience rating is .71 which is excellent which indicates that we have low amounts of claims. I was reminded though, of our need to create or update our safety directives and other policies as we talked about in 2018 after our surprise BLS inspection. David researched every department to determine what each department needs specifically, and I instituted a directive for all department heads to bring any weaknesses in policy and safety directives into compliance by January 20th. In addition, we have created a Personal Protective Equipment Safety Plan, a Safety Concern form for all departments, and are working on an Emergency Evacuation Plan for each department. Every department will designate a safety officer who will be the lead person in implementation and documentation. We will also be scheduling a training day sometime in January when we can have multiple departments come here and we can all take part in the global trainings that are required and do it all at once. I would also like to qualify this by stating that all departments do have policies and directives....but many of them just need to be updated, or fully implemented. The reason for this is two-fold. First and foremost

- , we want all of our employees safe. We want to reduce exposure to concerns within the work place, which will continue to help keep our experience rating low. Secondly, implementing these policies and directives will put us on what is called a Tier 1 status for a 5% savings in our Workers Compensation policy. This could equate to savings of approximately \$36,000 a year. Before we are able to be recognized, I will have to bring a resolution to this Council in order to officially declare that we wish to become participants in the Safety Incentive Program. When we get this first tier completed, we will begin looking at the next two tiers for added savings.
- Lastly, I just want to remind everyone that while we are still in the pandemic, as well as normal cold and flu season, we are still experiencing staff shortages from time to time due to sickness - whether covid, or the common cold. Many staff members have children, and when they are sent home from school or daycare due to exposure, often the staff member has to stay with them, and may also have to be required to get tested themselves before returning to work. I am asking for your continued patience and understanding for what the employees are still facing, across all departments, in trying to maneuver the requirements that are still imposed upon all of us.
- In closing on a festive note, I would like to thank the Kiwanis and all the volunteers, residents, and children that took part in the Annual Tree Lighting yesterday. It was a great kick-off to the holiday season to light the tree, sing some carols and usher in Santa Claus. Speaking of the holidays, I want to let the Council and the public know that on the 16th, the Town Office will be closing early so the employees can enjoy their annual holiday party. As always, many of our services can be done on line. We will make sure that this is posted on social media as a reminder.



HAMPDEN TOWN COUNCIL WORKSHOP
HAMPDEN MUNICIPAL BUILDING
MINUTES

C-2-d

MONDAY DECEMBER 13, 2021 6:00 P.M.

In Attendance:

Mayor Shelby Wright - Remotely
Councilor Eric Jarvi
Councilor Mark Cormier
Councilor Ivan McPike
Councilor Allen Esposito
Councilor Peter Erickson
Councilor Christine Cubberley

Paula Scott, Town Manager
Gayle Decker, Town Clerk
Nichole Stenberg, Assessor-Remotely
Clifton Ilver, Town Planner
Susan Parmelee, DEP
Other Members of the Public

A. CALL TO ORDER

Deputy Mayor Jarvi called the meeting to order at 6:00 p.m.

B. UNFINISHED BUSINESS

C. NEW BUSINESS

- a. Council discussion on assessing/revaluation, requested by Councilor McPike.

*Nichole Stenberg, Assessor addressed Council on assessing/revaluation.
Council consensus is to address this at goals and objectives meeting.*

- b. Meeting with DEP and others regarding the landfill.

Mayor Wright recused herself from discussion. Susan Parmelee with DEP spoke on the Pine Tree Landfill. After discussion Council consensus is to determine at some point in the future if this will become a council item on a future agenda.

- c. Council discussion on updating the Investment Policy.

Town Manager Scott summarized the proposed Investment Policy. After discussion Council consensus is to place on the next Council Meeting Agenda for consideration.

- d. Council review and consideration of reserve request changes.

Town Manager Scott spoke on the reserve request changes. After discussion Council consensus is to place on the next Council Meeting Agenda for consideration.

- e. Council discussion on setting a date for the goals and objectives meeting.

Council Consensus is a tentative date of February 12th, 2022 for the goals and objectives meeting.

Note: Council will take a five-minute recess at 8:00 p.m.

MONDAY

FEBRUARY 3, 2020

6:30 P.M.

AGENDA

- f. Council consideration on signing a proclamation designating January 23, 2022 to January 29, 2022 as school choice week, *requested by Councilor Wright.*

After discussion Council consensus is no further action on the Proclamation.

- g. Council consideration on request for public statement condemning the National Association of School Boards statement, *requested by Shawn McBreairty.*

After discussion Council consensus is no further action on the statement condemning the National Association of School Boards Statement.

Item h. added to the agenda at the meeting.

- h. Council guidance regarding status of frontage of a lot at end of Dewey Street, *requested by Jeff Barron.*

Town resident Jeff Barron addressed Council. The gist of his request is that he wants to know if there is any documentation that's available that would clarify what is currently being utilized as a town way on Dewey Street and whether that would be informative to his question as to the standing to the extension, as it is drawn on a plan. Council requested additional information from town staff and attorney, as to the acceptance of the 155 feet of public way.

D. ADJOURNMENT

Meeting adjourned at 7:23 p.m.

*Respectfully submitted,
Gayle C. Decker, Town Clerk*

Note: Council will take a five-minute recess at 8:00 p.m.



HAMPDEN TOWN COUNCIL MEETING
HAMPDEN MUNICIPAL BUILDING
MINUTES

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MONDAY DECEMBER 20, 2021 6:00 P.M.
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In Attendance:

Mayor Shelby Wright, Remotely
Councilor Eric Jarvi
Councilor Mark Cormier
Councilor Ivan McPike
Councilor Allen Esposito
Councilor Peter Erickson
Councilor Christine Cubberley

Paula Scott, Town Manager
Gayle Decker, Town Clerk
Clifton Ilver, Public Works Director
Curt Slininger, VFW

Deputy Mayor Jarvi called the meeting to order at 6:00 p.m.

A. PLEDGE OF ALLEGIANCE

Deputy Mayor Jarvi led the Pledge of Allegiance.

B. APPROVAL OF THE AGENDA

Motion: *Christine Cubberley made a motion to approve the agenda, seconded by Councilor Esposito. Vote by roll call 7-0.*

Resolution: 2021 - 259

C. CONSENT AGENDA

Motion: *Alan Esposito so moved the consent agenda, seconded by Councilor McPike. Vote by roll call 7-0.*

Resolution: 2021 - 260

1. SIGNATURES

2. COUNCIL MINUTES

a. 11/1/2021 Council Meeting

3. COMMUNICATIONS

4. COMMITTEE MINUTES

D. PUBLIC COMMENTS

E. POLICY AGENDA

Note: Council will take a five-minute recess at 8:00 p.m.

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

- a. Proposed amendments to the Edythe L. Dyer Community Library Ordinance, Article VI Sections 7 and 8.

Motion: Councilor Esposito moved to open the Public Hearing on the Proposed amendments to the Edythe L. Dyer Community Library Ordinance, Article VI Sections 7 and 8, seconded by Councilor Cubberley. Vote by roll call 7-0.

Resolution: 2021 – 261

Motion: Councilor Esposito moved to close the Public Hearing, seconded by Councilor Cubberley. Vote by roll call 7-0.

Resolution: 2021 – 262

Motion: Councilor McPike moved to approve amendments to the Edyth Dyer Community Library Ordinance, seconded by Councilor Cubberley. Vote by roll call 7-0.

Resolution: 2021 – 263

At this time Mayor Jarvi suspended the agenda to allow public comment. Curt Slininger, VFW, recognized the folks that came out to support the Wreaths Across America Event. He appreciates the support and looks forward to continuing with the event.

- b. Proposed Zoning Map Amendment.

Motion: Councilor Cubberley moved to open the Public Hearing on the Proposed Zoning Map Amendment, seconded by Councilor McPike. Vote by roll call 7-0.

Resolution: 2021 – 264

Town Planner Clifton Ilver spoke on the Proposed Zoning Map Amendment.

Motion: After discussion and with no public comment Councilor Cubberley moved to close the Public Hearing, seconded by Councilor McPike. Vote by roll call 7-0.

Note: Council will take a five-minute recess at 8:00 p.m.

Resolution: 2021 – 265

Motion: Councilor McPike moved to approve the Proposed Zoning Map Amendment, seconded by Councilor Erickson. Vote by roll call 7-0.

Resolution: 2021 – 266

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Reappointment of Jane L. Jarvi for a three-year term to the Recreation Committee.

Councilor Jarvi recused himself from the agenda item because of a possible conflict of interest and yielded the floor to Councilor Cubberley, then stepped down from the dais.

Motion: Councilor Esposito moved to reappoint Jane Jarvi for a three-year term to the Recreation Committee, seconded by Councilor McPike. Vote by roll call 6-0. with Councilor Erickson, Esposito, McPike, Cormier, Cubberley and Mayor Wright voting in the affirmative.

Resolution: 2021 – 267

F. COMMITTEE REPORTS

Councilor Jarvi reported on the December 13, 2021 Council Workshop.

G. UNFINISHED BUSINESS

H. NEW BUSINESS

- a. Request for Council authorization for Town Manager to sign the Amended Agreement between the Town of Hampden and the Maine Public Employees Retirement System.

Motion: Councilor Esposito moved to authorize the Town Manager to sign the Agreement, seconded by Councilor Cubberley. Vote by roll call with amendment adding as is written. 7-0.

Resolution: 2021 - 269

Town Manager Scott gave a summary of the Amended Agreement between the Town of Hampden and the Maine Public Employees Retirement System.

Motion: Councilor Esposito moved to amend the original motion to add as is written, seconded by Councilor Cubberley. Vote by roll call 7-0.

Note: Council will take a five-minute recess at 8:00 p.m.

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MONDAY

DECEMBER 20, 2021

6:00 P.M.

MINUTES
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Resolution: 2021 - 268

- b. Request for Council authorization to delete Town Records Restoration Reserve Account 3-719-00 and to roll the current balance remaining into the Municipal Building Reserve 3-702-00.

After Deputy Mayor Javi read the agenda item and called for a motion Council discussed voting on items b-u as a bloc. bloc

Motion: Councilor Esposito moved to accept the requests on agenda items b-u, seconded by Councilor Cubberley. No further discussion. Vote by roll call 7-0.

Resolution: 2021 - 270

- c. Request for Council authorization to delete Copier Reserve Account 3-715-00 and to roll the current balances remaining into the Computer Reserve Account 3-711-00.

Resolution: 2021 - 270

- d. Request for Council authorization to delete GIS Mapping Reserve Account 3-731-00 and to roll the current balances remaining into the Computer Reserve Account 3-711-00.

Resolution: - 2021 - 270

- e. Request for Council authorization to delete Town Property Survey Account 3-729-00 and to roll the current balance remaining into the Planning and Commissions Reserve 3-725-00.

Resolution: 2021 - 270

- f. Request for Council authorization to delete City Bus Reserve Account 3-710-00 and to roll the current balance remaining into the Public Works Equipment Reserve 3-717-00.

Resolution: 2021 - 270

- g. Council authorization to change EPA/DEP Garage Modifications Reserve Account 3-778-00 to the name of Public Works Buildings Reserve Account 3-778-00.

Resolution: 2021 - 270

- h. Council authorization to change Solid Waste Garage Reserve Account 3-777-00 to the name of Transfer Station Buildings & Equipment Reserve Account 3-777-00.

Resolution: 2021 - 270

Note: Council will take a five-minute recess at 8:00 p.m.

- i. Council authorization to change Ambulance Reserve Account 3-737-00 to the name of EMS Vehicles Reserve Account 3-737-00.

Resolution: 2021 - 270

- j. Council authorization to change ALS Equipment Reserve Account 3-739-00 to the name of EMS Equipment Reserve Account 3-739-00.

Resolution: 2021 - 270

- k. Council authorization to change Fire Truck Reserve Account 3-741-00 to the name of Fire Vehicles Reserve Account 3-741-00.

Resolution: 2021 - 270

- l. Request for Council authorization to delete Fire Truck Refurbish Reserve Account 3-743-00 and to roll the current balance remaining into the Fire Vehicles Reserve Account 3-741-00.

Resolution: 2021 - 270

- m. Request for Council authorization to delete Fire Building Reserve Account 3-745-00 and to roll the current balance remaining into the Municipal Building Reserve Account 3-702-00.

Resolution: 2021 - 270

- n. Council authorization to change Fire Thermal Imaging Camera Reserve Account 3-747-00 to the name of Fire Equipment Reserve Account 3-747-00.

Resolution: 2021 - 270

- o. Request for Council authorization to delete Fire Training Area Reserve Account 3-749-00 and to roll the current balance remaining into the Fire Equipment Reserve Account 3-747-00.

Resolution: 2021 - 270

- p. Request for Council authorization to delete Public Safety Boat Reserve Account 3-751-00 and to roll the current balance remaining into the Fire Equipment Reserve Account 3-747-00.

Resolution: 2021 – 270

Note: Council will take a five-minute recess at 8:00 p.m.

.....
MONDAY

DECEMBER 20, 2021

6:00 P.M.

MINUTES
.....

- q. Council authorization to change Police Cruiser Reserve Account 3-753-00 to the name of Police Vehicles Reserve Account 3-753-00.

Resolution: 2021 - 270

- r. Council authorization to change Communications Reserve Account 3-759-00 to the name of Public Safety Mobile Communications Reserve Account 3-759-00.

Resolution: 2021 - 270

- s. Request for Council authorization to delete Library Grant Reserve Account 3-765-00 and to roll the current balance remaining into the Library Reserve Account 3-763-00.

Resolution: 2021 - 270

- t. Request for Council authorization to delete Playground Reserve Account 3-768-00 and to roll the current balance remaining into the Recreation Area Reserve Account 3-767-00.

Resolution: 2021 - 270

- u. Request for Council authorization to place the balance of Sewer Reserve Account 2-220-00 into a Sewer Club Account so the interest can be applied appropriately.

Resolution: 2021 - 270

- v. Request for Council approval on the proposed amendments to the Investment Policy.

Motion: Councilor Cubberley moved Council approval of the proposed amendments to the investment policy, seconded by Councilor Esposito. After discussion vote by roll call 7-0.

Resolution: 2021 - 271

- w. Council approval of abatement request of a FY22 service charge in the amount of \$2,527.78 to Community Housing of Maine.

Motion: Councilor Esposito moved Council approval of abatement request of a FY22 service charge in the amount of \$2,527.78 to Community Housing of Maine, seconded by Councilor Cubberley. Vote by roll call 7-0.

Resolution: 2021 - 272

Note: Council will take a five-minute recess at 8:00 p.m.

I. MANAGER'S REPORT

I don't have a lengthy written report tonight, I do want to thank everyone who took part in the Wreaths Across America event here at the Hampden cemeteries. I think it is quite an honor that we became a part of that organization, and we plan to do this every year. I appreciate the fact that others could step in. I was out of Town and I appreciate the fact that there were other people here representing the Town of Hamden. I'd also like to thank Mayor Wright for all of her hard work over the last three years. Tonight is her last official meeting and I want to wish her well going into the future. And for everyone, the Town of Hamden, and all of staff and the Town Council that I serve, I would like to wish everyone a Merry Christmas, thank you.

J. COUNCILOR'S COMMENTS

Councilor Cubberley - I didn't prepare anything, but I want to address Shelby. I have had the honor to serve on this council with you only for one year, but I've appreciated your leadership. I learned a lot through your leadership and your guidance and we will be missing you very much. I wish you the best for the future and stay in touch.

Councilor Erickson – Merry Christmas.

Councilor Esposito - Hampden we got to have a talk. I need to talk to you all about shoveling and snow blowing out in front of your mailboxes. You know, I think that this is a courtesy that gets overlooked by a lot of people. You do your driveways and your sidewalks and, you know, generally rule of thumb is very polite to leave about a 10 foot approach and a 10 foot exit for your mail people to be able to safely provide you your mail services here in the town of Hampden. So, I was approached by the postmaster asking if I could just make some sort of comment about people needing to clean out around their mailboxes. So, if you want your packages, clean around your mailboxes. Merry Christmas to everybody. I hope you all have a fantastic holiday whatever you celebrate or don't celebrate, if it's just a day off, enjoy it. Good glad tidings and goodwill to all.

Councilor McPike – I'd just like to extend a thank you out to the VFW for the Wreaths Across America. I decided this year to take three young children down with me, so that they will have an understanding, of perhaps what this is all about. And it was interesting because they really didn't know they really don't understand veterans. It's something that's going by the wayside. But one of the boys asked, did someone die, and we had to explain to him that yes, a lot have died, but no one died that day, we're just putting the wreaths down. So again, I think it's a good thing to bring to the town. I think it's a good thing that they're doing that and hopefully we can get some younger adults in there to understand what took place on all of that. And other than that, just Happy Holidays to everyone, enjoy.

Councilor Cormier – No comment.

Note: Council will take a five-minute recess at 8:00 p.m.

MONDAY

DECEMBER 20, 2021

6:00 P.M.

MINUTES

Mayor Wright – Merry Christmas to everyone and I hope everybody has a safe and festive Holiday Season and Happy New Year. Good night Hampden.

Councilor Jarvi - My comments tonight as well, special thanks to Kim Slininger and the Hampden VFW for getting our ceremonies registered as sponsored cemeteries for Wreaths Across America. We were part of the 30th annual event this past Saturday with a memorial service at the VFW building followed by the laying of 14 wreaths at Locust Grove Cemetery. We look forward to annually celebrating this event the third Saturday in December. There were 30 plus participants at this year's event, which was one of 3100 events held across the Country on Saturday, and we hope to see many more residents in future years. A reminder to everyone this nationwide event is truly Maine based, as it was initiated in 1992 by the Worcester Wreath Company in Harrington, Maine. Mayor Wright, tonight is your last Council meeting. You have represented the constituents of our community with grace and purpose. You have always been forward thinking and helped lead this Council and Town through some challenging COVID related issues this past year. You have chosen to move on and scale new heights and we wish you the best of luck going forward. From a grateful Council, a grateful Staff and a grateful Community, thank you. Good night Hampden and we wish you all a joyous and safe holiday season.

- K. EXECUTIVE SESSION – Pursuant to 1 M.R.S.A. Section 405(6)(A) - to include the Town Manager.

Motion: *Councilor Esposito moved to enter executive session, seconded by Councilor Cubberley. Vote by roll call 7-0.*

Resolution: 2021 – 273

Executive session entered at 6:39 pm

- L. ADJOURNMENT

Meeting adjourned at the end of executive session.

*Respectfully submitted,
Gayle C. Decker, Town Clerk*

Note: Council will take a five-minute recess at 8:00 p.m.

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-8427
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Memorandum

To: Mayor Shelby Wright & Members of the Hampden Town Council
Chairman Kelly Wiltbank & Members of the Hampden Planning Board
From: Ryan M. Carey, Code Enforcement Officer
Date: December 28, 2021
RE: Upcoming Board of Appeals Meeting

Pursuant to **30-A M.R.S. §4353**, this memorandum is to notify the Town of Hampden Town Council and Planning Board that there will be a Board of Appeals meeting January 10, 2021. The meeting and public hearing will be held at 6:00 pm in the Council Chambers of the Hampden Municipal Building. The Board will consider the following item:

Public Hearings:

Application for an administrative appeal has been made by Wawaset Park Company regarding property located at 681 Main Road North identified as assessor's tax map 20 lot 051-B. The applicant is seeking a reversal of the decision to deny the applicants application for a Mobile Home Park License. The property is located in the Commercial Service district. The Board of Appeals will consider this item pursuant to Article 6.2.2 of the Town of Hampden Zoning Ordinance.

CC: Paula Scott, Town Manager
Christian Bailey, Public Safety Director
Jason Lundstrom, Deputy Fire Chief
File (20-0-051-B)



Memorandum

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: 12/28/2021
RE: Charter Amendment

In response to the Council's policy directive coming out the executive session held on December 20th, I began researching the process by which a municipal charter may be changed; whether by amendment or by revision. In legal terms, there is a distinct difference between the two based upon the degree of change. Generally, a revision is a fundamental change to a form of government such as to a constitution (or charter in the case of a municipality), whereas an amendment is related to changes of lesser matters within an existing constitution or charter.

A *revision* requires the establishment of a charter commission by nomination and election consisting of members elected in the same manner as the municipal officers (by district and at large) with any other members being appointed to the commission by the municipal officers.

An *amendment* only requires initiation either by citizen petition or by order of the municipal officers. It is understood that when initiated by petition, the proposed amendment(s) are provided on the petition by the originator. When initiated by the municipal officers however, it is they, or a subcommittee of the whole, that typically work with the manager to determine the recommended amendments.

In both scenarios, the language is to be reviewed by legal council to determine if the proposed changes can be legally upheld, and to assist in the language for ballot summary statements. At least two weeks prior to the election at which the proposed amendments are to be voted, a public hearing must be held to provide for discussion by the residents on the ballot questions and summaries.

When proposed amendments are voted on, the measure does not pass unless the total votes cast for and against the questions equal or exceed 30% of the total votes for Governor at the most recent Gubernatorial election. In Hampden, total votes for Governor in 2018 were 3,672 which means that 1,101 voters would have to cast votes for or against the charter questions. This is important to remember when determining the date of an election – whether June or November- at which to vote upon the charter question.

In preparation of moving forward with this directive, I am asking for Council direction on whether or not this will be a work item of the entire Council through workshop, or whether the Council would prefer to appoint a subcommittee of its members.